



CITY OF HOUSTON

Job Posting

Applications accepted from:

ALL PERSONS INTERESTED

Job Classification
Posting Number
Department
Division
Section
Reporting Location
Workdays & Hours

SR. PUBLIC HEALTH INVESTIGATOR (Multiple)
PN# 110133
Health & Human Services
Disease Prevention and Control
Tuberculosis Control
6260 Westpark Dr.
M – F, 8 a.m. – 5 p.m.*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs disease intervention activities relating to the control of communicable disease among residents of the city. Assists Public Health Investigator Supervisor in the training of new Public Health Investigators and other personnel involved in disease intervention activities relating to the Communicable Disease Control Program.

CORE FUNCTIONS

- Delivers and supervises patients taking Directly Observed Therapy (DOT)/ Directly Observed Preventive Therapy (DOPT) tuberculosis medication, including toxicity checks and sputum collection.
- Meets with supervisor for patient case conferences of complicated and difficult cases.
- Provides orientation and training to outreach staff as assigned. Participates in staff meetings, administrative meetings and training as required.
- Communicates with providers to facilitate and expedites Tuberculosis (TB) patient care including clinic appointments and transportation.
- Assigns DOT caseloads using Dispatch system and assists DOT supervisors with balancing caseloads among workers, while accommodating patient requirements.
- Assists and provides TB contact investigations, including assessing sites, coordinating testing programs and evaluating and reporting data.
- Compiles and generates reports including statistical reports, city vehicle reports, and other reports as assigned.

WORKING CONDITIONS

The position is physically comfortable; the individual has discretion about walking, standing, etc.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Bachelor's degree in Social Sciences, Physical Sciences, Public Health or a closely related field.

MINIMUM EXPERIENCE REQUIREMENTS

One (1) year of experience in the public health field is required. Pertinent professional experience in the public health field may be substituted for the above educational requirement on a year-for-year basis.

MINIMUM LICENSE REQUIREMENTS

A valid Texas Driver's License in compliance with the City of Houston's policy on driving (AP 2-2).

PREFERENCES

- Bilingual preferred (English/Spanish).
- Prefer knowledge of Tuberculosis.

SELECTION/SKILLS TESTS REQUIRED

None

SAFETY IMPACT POSITION

☒ Yes ☐ No

If yes, these positions are subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

GRANT FUNDED POSITIONS

Grant positions are dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:

Salary Range - Pay Grade 16
\$946 - \$1,726 Biweekly \$24,596 - \$44,876 Annually

OPENING DATE

April 26, 2006

CLOSING DATE

May 9, 2006

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1st floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

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